



**Arizona Department of Real Estate (ADRE)**

**Auditing and Investigation Division**

[www.azre.gov](http://www.azre.gov)

2910 N. 44<sup>th</sup> STREET STE-100, PHOENIX, AZ 85018

DOUGLAS A DUCEY  
GOVERNOR

JUDY LOWE  
COMMISSIONER

**NOTICE OF INSPECTION RIGHTS**

Premises Subject to Inspection/Examination (Audit)

Name:

Location:

Mailing address:

Telephone:

Arizona Department of Real Estate (ADRE) Information

Date of Inspection:

Inspector/Examiner (Auditor):

Accompanied by: N/A

1. This inspection is conducted under the authority of Arizona Revised Statutes (A.R.S.) 32-2108.A and 32-2175.H.
2. The purpose of this inspection is to determine compliance with Arizona Revised Statutes, Title 32, Chapter 20, Articles 1 through 10, and Real Estate Department Commissioner's Rules, Arizona Administrative Code, Title 4, Chapter 28, Articles 1 through 13.
3. Fees for this inspection are not applicable.
4. An authorized representative of this facility may accompany the inspector(s) during the inspection conducted on these premises, except during any confidential interview.
5. You have the right to receive:
  - a. Copies of any original documents taken by the inspector(s) during the inspection in those cases where the agency has the authority to take original documents.
  - b. A split or duplicate of any samples taken during the inspection, if the split or duplication of the samples would not prohibit an analysis from being conducted or render an analysis inconclusive.
  - c. Copies of any analyses performed on samples taken during the inspection.
6. Each person interviewed during this inspection will be informed that statements made by the person may be included in the inspection report.
7. Each person whose conversation is tape recorded during the inspection will be informed that the conversation is being tape recorded.

8. If you have questions regarding this inspection, you may contact Robin King, Manager, Auditing and Investigations, at [rking@azre.gov](mailto:rking@azre.gov).
9. You have the right to appeal a final decision of the ADRE if any administrative order is issued or other enforcement action is taken based on the results of this inspection. Administrative hearing rights are found in A.R.S. 41-1092 *et seq.*, and rights relating to appeal of a final agency decision are found in A.R.S. 12-901 *et seq.*
10. If you have questions regarding your right to appeal an enforcement action taken by the agency based on the results of this inspection, you may contact:

Arizona Department of Real Estate representative: Sarah Dobbins, Chief of Staff, at [sdobbins@azre.gov](mailto:sdobbins@azre.gov)  
Or  
Office of Ombudsman-Citizens Aide at [ombuds@azoca.gov](mailto:ombuds@azoca.gov)

Upon entry onto the premises for this inspection, the ADRE inspector(s) / examiner(s) identified above presented photo identification indicating that they are ADRE employees and reviewed with me the above Notice of Inspection Rights. I have read the disclosures above and am notified of my inspection and due process rights as listed above. I understand that while I have the right to decline to sign this form, the ADRE representatives may nevertheless proceed with the inspection/examination.

\_\_\_\_\_  
Signature and Title of Authorized On-Site Representative      Date

\_\_\_\_\_ (authorized on-site representative)  
refused to sign this form.

\_\_\_\_\_ The regulated person or authorized on-site representative is not present.

\_\_\_\_\_  
Signature of Inspector / Examiner      Date